



Diablo Vista Water System

MINUTES

DIABLO VISTA WATER SYSTEM ADVISORY BOARD MEETING

Small Conference Room
100 Gregory Lane, Pleasant Hill, California 94523

June 18, 2013

MEMBERS PRESENT: Mario Moreno, City Engineer Jack Sciaroni
Don Ortolan Phil Williamson
Leslie Scatena Steve Zalewski

MEMBERS ABSENT: Erich Berthold, Chair

GUEST IN ATTENDANCE: Jordan Damerel, P.E. Environmental Engineer, MWH

CALL TO ORDER: The meeting was called to order at 6:45 p.m. by Steve Zalewski.

PUBLIC COMMENT: None presented.

OLD BUSINESS:

Minutes of the Previous Meeting:

A motion was made by Jack Sciaroni to approve the Advisory Board Minutes of March 19, 2013, and seconded by Steve Zalewski. After a call for discussion and a vote by Steve Zalewski, the motion to approve the Minutes, as written, passed unanimously.

Maintenance Plans and Operational Needs of the System, as well as any Repairs Performed or Scheduled:

Hardy Circle break - there is a 40' section of galvanized pipe between two PVCS. The seams on both ends leaked. As such, they were replaced with PVC pipe.

Operational Equipment Needs:

Leslie to purchase paper towels, and Jack to purchase a half dozen 1" ball valves.

Capital Improvement Planning:

Mario introduced Jordan Damerel, who presented a preliminary proposal to the Advisory Board for the replacement of the manifold and air tank. After reviewing several options (see attached), the table was open for discussion.

The Board discussed pipe routing options, vertically orienting the tank, replacing the slide gate, and using two small vertical pumps, still keeping them in line with the pump house roof. Jordan will take these ideas into consideration and return in September (or within 90 days) with his final recommendations and figures. This will give DVWS time to make plans, obtain City Council's approval for funds, and prepare for bids, and include it in the City's Capital Project.

The concept estimate includes full design costs of \$25,000. The cost of this project is estimated to cost approximately \$100,000.

Steve motioned to retain MWH to complete their preliminary design, and release up to \$25,000 to complete the detailed design. Jack seconded the motion and Steve called for a discussion. Having nothing further presented before the Board, Steve asked for a vote, which passed unanimously.

Jack asked that the Board review the new designs sooner, and to call for a special meeting when they are ready. A second motion was called for a special board meeting at the time MWH has completed the design specs, because of the urgency of the project, and having to meet the City's requirement of publicly posting a meeting notice four days prior.

Jack and Don to meet with MWH at the pump house prior to the next meeting in the Fall.

Status of the Annual Letter Mailed to DVWS users for the 2013 Season:

The annual Letter was mailed out a month earlier than the prior year, and within budget.

Review the Reallocation of Funds due to the Rising costs of Electricity and Water Usage:

Leslie will consult with Mary McCarthy, Finance Manager on utilities' fees, and allocate them accordingly to stay within budget.

NEW BUSINESS:

Review rate plans available after Smart Meter Installation:

Smart Meter was installed on May 23, however, at the time of Advisory Board meeting, the PG&E site was down and Leslie was unable to get a rate evaluation.

Water Consumption:

To date, DVWS is under usage by six million gallons. Current usage for June is six million gallons. A little over half has been used, and DVWS has twelve days remaining in the month. Due to little rain and a hot April, water usage was excessive.

Telephone calls Received by the DVWS Dispatcher (March 18 to June 18, 2013):

There were a total of eighteen calls received by the Dispatcher. The majority being seven miscellaneous inquires, followed by six requests for water to be turned off or on due to leaks or

breaks on the users' property. There were three breaks (Stevenson, Hardy and Hawthorne), which have been repaired

Review the Responsibilities of the DVWS Board Secretary:

Due to the increased job responsibilities of the Board Secretary over the past six months, and the position now being combined with the Dispatcher role, the position activities were reviewed by the Board.

Steve Zalewski motioned to recommend to the City Manager an increase of \$50 per month based, effective July , which was seconded by Jack Sciaroni. After a call for discussion and a vote by Steve Zalewski was made, the motioned passed unanimously, contingent upon the City Manager's approval.

The Board will draft a letter of recommendation and submit it to the City Manager for approval and processing under Steve Zalewski's signature.

OTHER BUSINESS:

Steve to discuss with Brian Turner which company DVWS should be using in alignment with the modem Brian purchased.

A motion to approve payment of tonight's stipend fee to the Advisory Board members was made by Jack Sciaroni and seconded by Steve Zalewski. After a call for discussion and a vote by Jack Sciaroni was made, the motion passed unanimously.

There being no further business presented before the Board, the meeting was adjourned at 8:30 p.m.

Respectfully submitted by: _____
Leslie Scatena, Secretary

1. Mario introduced Jordan Damerel, Environmental Engineer for MWH out of Walnut Creek to review the preliminary proposal with the advisory board for the replacement of the manifold and air tank.

Jordan met with Don and Jack several weeks prior to the meeting....

How to proceed with it

Future implementation capital project to be done in the winter of 2013

Review memo

Section 2 – went to pump station with Don and Jack – older manifold – rusting replace and search tank too.

Access to manifold is limited with a two foot alleyway between building and CC Canal.

After reviewing several options (see attached memorandum), the table was open for discussion.

Construct segments and bring in and put flanges in

Special tools? Common tools – can rent the tools.

Currently half buried/half exposed

Need access to clean screen on two of the four sides – canal wall – possible use to protect plastic pipes – sun, vandalism if left UV – guarantee lifetime of plastic pipe? One year warranty if left in the sun

Jordan – manufacture poly prop offers – spray on asphalt coating –

Instead of grading make solid – UV protection

Solid piece and access piece – provide casing – aluminum?

Every 5-10 years cantilever – keep simple

Have any information on building – spacing or reinforcement of wall – structural detail – other wall – buried in 8' of soil – difference in general – deal low and point lows

Bolt all way through w/out epoxy – steel plate – flat plate 8' x 8' – drill holes

Don – rather than manifold exit, create manifold in space and put inside building?

Will look at

Bends on 12' pipes – needs space

Can bend manifold vertically

Move check valve can't go back – in line with manifold – not parallel

Put inside? Vertical space? 8'?

Protected inside – worth pursuing
Electrical boxes not need

Check valves have to be couple inches longer than pipe

Above ground

Inside

Below

Secured from exposure

Keeping inside is the best idea

Meter – ccwd – move meter?

Disconnect pump #4 (big berth) put out of commission – little/medium pump

Run manifold inside connect to small/medium manifold

Runs outside

No lattice work –alleviates

Disconnect #4

Leave manifold inside

T it out to other side

Use one of 4 holes to run manifold

Can walk over to it

If additional space needed can enlarge port

Drum yup 8" to 12"

Flexibility to be creative and address concerns

Take another look at ideas and bring to Board

Get past screen – easier access

If pump goes down, we can run three pumps

Next time someone at pump check valve to wall and measure with Jordan

Replace check valve can go vertical and support on wall

Tank

Sizing against current standards

Pump is undersized 1-15 HP

More volume in tank

Longer can go before pumps go on

Have to have one pump on variable to off load surge tank

Need to maintain variable speed to help sizing of tanks
Pumps kick on more often they would like upsize new tank
Don't have specific numbers but currently water runs 2300 GPMs @ PSI

Can push 2200 – 2300 is standard

Jordan needs flow data – one of engineers to meet at pump house – Don

Look at average flow last year – will provide run times

Replace slide gate with similar product

Don close

Jack open

Steve – talk about putting in a new slide gate

Just a gate or mechanism replaced

Jordan – manual operation vs. electric

Wheel versus crank/ more user friendly – mechanically friendly

Light materials

Replace

Small length of pipe doesn't govern the costs 30" to a 4.5 man crew will cost \$3500 a day

Medium 1100 gallon tank

Current tank is 650-700 gallons

Slide gate \$5,000

Permits from CCWD

Look at lining

Need to pen/close

Safety issue

w/ccwd – canal

Jordan to review pipe routing options w/new ideas presented

\$100K surge thanks

Piping check

Valve check

Meters

New tank is still – covered?

Vertically orient tank?

Anchorage
Save space

One large or two small?

Existing – footbridge
Can extend easement
10' to the right
Extend 10' to lay saddle
Easement
Need a fed government license

Two small vertical pumps?

Can get shorter and higher tank – change dimensions?

Too tall tank – neighbors might complaint
Keep in line with roof

All included in design fees

Where go from here?

Do what to get information next phase?
Will take time if want to include in capital project – need councils' approval for funds
Allocate funds
Maintenance work contract with City – she we're ready

Due diligence

Nothing else to add to this project

Good infrastructure solidly maintained last six years – 30% pipelines replaced

Pump house structure if fine

Clean up – come back with final recommendations and final figures

Concept estimate

\$25K full design costs favoring in

30% design
Includes consultant fee of \$5,000
Need design
\$100K approximately

Release \$25K

Return next board meeting
Take design up to and include design proposal

See how far in 90 days

Gives them
Plans
City approval
Bid

Before April

Jack – can we see them sooner – and call an informal special meeting?

Will everything needed in 90 days

Release \$25K to firm to begin design phase – meet special b/d work with Mario to meet

Again – four days head start to Leslie so she can post agenda 72 hours prior to meeting

Steve motioned to retain MWH to complete their preliminary design to release up to \$25K to complete detailed design. Jack seconded the motion and Steve called for a discussion. Having no discussion present Steve asked for a vote –all favor, nay, motion passed unanimously.

Second motion – call a special board meeting at the time the consultant has completed design...can't wait until next board meeting because of urgency of project four days' notice to meet city requirements for public posting.

Need to meet at pump house

Jack and don

Operational needs

Jack need to purchase half dozen 1 " ball valves

Annual letter out a month earlier than last year and within budget

Leslie to consult w/Mary on utilities' fee increases and allocate funds accordingly.

Report at next meeting

Smart meter was installed 5/23 – however, site is down and Leslie was unable get a rate evaluation prior to this evening's meeting.

Don wants to see actual water usage with CCWD.

Water consumption to date

Under our usage by 6 million gallons. Current usage for June is 6 million gallons – used a little over half and have twelve days remaining in the month –

Due to little rain and hot April -0 the water usage was excessive.

Petition CCWD for more water? No

Calls – 16 – add Don's 2 as he was personally contacted.

Based on job responsibilities increasing over the past six months, the secretary position description was reviewed the board and open for board perspective. Due to the position now being combined with the dispatcher, and the significant increase in job responsibilities the board reviewed the recent activities provided by the Board Secretary. Mario indicated that compensation is established by the City Council or manager for approval as it falls under compensation.

Steve Zalewski motioned to agree on this due we will want to do this retroactive to July.

The Advisory board will submit a letter of recommendation and

Steve Zalewski passed a motion to recommend an increase based on job and role increase from \$150.- \$200 a month.

Jack Sciaroni seconded the motion and it passed unanimously.

The Board secretary will draft a letter to the City manager for approval and processing under Steve Zalewski's signature.

Other Business

New business Brian – purchased modem for pump house and paid for one year service – one year expired. DVWS.... Returned their modem at Brian's request, we had a credit on our wyless account and just made our first payment last week. Steve to discuss with Brian on what he wants to do and what company we should be paying from here on....we will continue to use Brian's modem, just need to know which company to use with the modem.

Steve Zalewski suggested Mario learn to access DVWS' remote system as the City's sponsor.

Stipend approved.

There being no business brought before the board, the meeting was adjourned at 8:30 p.m.

